

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes April 13, 2022

**Physical Location Component at Board of Commissioners Room,
2nd Floor, Van Buren County Administration Building,
219 E Paw Paw Street, Paw Paw MI 49079**

Remote Component Host: Wayne Nelson, Secretary-Treasurer at the meeting site

Note for the Record—This meeting was held at the stated physical location, with an additional online remote component using Zoom remote meeting software. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state) and, if attending remotely when a reasonable accommodation to attend remotely under the Americans With Disabilities Act was granted to any Board Member, is accorded quorum and voting status for the meeting. For this meeting, all Members shown as "Attended remotely" are accorded quorum/voting status.

Board Member Attendance Report--Brownfield Redevelopment Authority Board									
Name	Position	Attendance/Quorum Status	Declared Remote Location			Present	Present	+ Late	- Early
			Municipality	County	State	Anytime	@ Start	Arrivals	Departs
Gail Patterson-Gladney	Chair	Attended physically				Yes	Yes		
Lisa Phillips	Vice Chair	Did not attend meeting				No	No		
Cynthia Compton	Member	Attended physically				Yes	No	3:48 PM	
Kate Hosier	Member	Attended physically				Yes	Yes		
Katie Strohauer	Member	Did not attend meeting				No	No		
Zach Morris	Member	Attended physically				Yes	Yes		
Dr. Patrick Creagan	Member	Attended physically				Yes	Yes		
John Young	Member	Attended physically				Yes	Yes		
Lisa Imus	Member	Attended physically				Yes	Yes		
					Count:	7	6	1	0
					Members Present:		6 of 9	7 of 9	7 of 9
					Quorum (Yes/No):		Yes	Yes	Yes

1. Call to Order and Determination of Quorum and Attendees

At 3:41 PM, by Chair Gail Patterson-Gladney with attendees/absentees/remote locations/quorum status as stated above and as follows:

- a. **Board Members Present (7); Board Members Absent (2); Board Vacancies: (0).** A quorum (6 of 9) is initially present and a quorum remained throughout the meeting.
- b. **Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Consultant Erik Peterson (attending remotely) from Envirollogic Technologies Inc.; Ryan Post, VBC Chief Financial Officer; Mary Hosley, member of the public.

2. Approval of Agenda--The prepared agenda was adopted by unanimous consent.

3. Approval of Minutes of Regular Meeting held March 9, 2022--The draft minutes of the meeting were included in the agenda packet. Motion by Morris, supported by Compton, to approve the minutes as drafted. Approved by a vote of 6-0.

4. Public Comment—Ryan Post, the VBC Chief Financial Officer, stated he is attending to learn more about the VBCBRA.

Board Member Arrival—Cynthia Compton arrived at 3:48 PM. A quorum, now 7 of 9, is continued,

5. Secretary-Treasurer's Report--Nelson presented a written report with oral enhancements. There were no invoices for approval.

6. Other Correspondence—None

7. New Business—

- a. **Project Application for Sonas Real Estate Holdings LLC**—Erik Peterson announced that this project application has been updated and will be presented for approval at the May meeting, pending formal support of the City of Bangor's

LDFA and City Commission.

- b. **EPA Grant Closeout Activities.**—Erik Peterson and Wayne Nelson indicated they completed the EPA Grant closeout activities and final report , and now await any EPA requests for clarification or other closeout processes. The grant term ended 12/21/2021.
- c. **2021 Tax Capture Report**—Wayne Nelson introduced the 2021 Brownfield Tax Capture Report, as shown at the end of these minutes and a part hereof. Nelson detailed the capture process working with the County Treasurer’s Office. The total tax capture of \$51,592.29 will be transferred by the County Treasurer to the Brownfield General Fund shortly, and those amounts will then be available for distribution according to the report. Motion by Imus, supported by Hosier, to approve the 2021 Tax Capture Report and to direct the Secretary-Treasurer to make the distributions shown therein when the tax capture funds become available. Approved by a vote of 7-0.
8. **Ongoing Business—EPA Grant/Brownfield Plan Project Updates**—Consultant Erik Peterson made comments on EPA Grant and Brownfield Plan projects as follows:
- a. **The Lodge Reimbursement Agreement** --Erik Peterson has submitted the Reimbursement Agreement to the owners of The Lodge for use in the cost reimbursement phase of the Brownfield Plan.
- b. **101 Cemetery Rd, Bangor**—Erik Peterson has a meeting pending with Simona Silaghi regarding additional post-grant work for this site.
9. **Other Business/Reports**
- a. **Land Bank Report—Compton, Imus, and Morris attended today’** VBCLBA at the City of Hartford so that included a tour of the 1-5 W Main Street site. Compton asked for an explanation of the timing of BRA and Land Bank involvement on the same project; Erik Peterson responded with an overview on this topic.
- b. **Economic Development Corporation and Other Economic Development Report**—Zach Morris noted that the VBCBOC has approved a contract to identify broadband reception on a parcel basis throughout the county. He also stated that the Coca-Cola facility in Paw Paw Township has been sold to Refresco Beverages US Inc., which may lead to a project opportunity.
- c. **General Member Comments**—None
10. **Adjournment**—Motion by Hosier, supported by Imus, to adjourn. Approved by a vote of 7-0. All business being completed, the meeting was adjourned by the Chair at 4:46 PM.


Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGL	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing

Van Buren County Brownfield Redevelopment Authority--2021 Captured Taxes Report

2021 Taxes Captured Summary

Project	School Tax	School Tax	School Tax		Non-School Tax	Non-School Tax	Non-School Tax		All Taxes	All Taxes	Total
	Summer	Winter	Total		Summer	Winter	Total		Summer	Winter	Capture
Blue Fin-Keeler Township	-	-	-		37.11	105.16	142.27		37.11	105.16	142.27
Hometown Properties-Bangor City	994.48	2,983.44	3,977.92		3,761.82	3,007.49	6,769.31		4,756.30	5,990.93	10,747.23
Hometown Properties-Gobles	-	-	-		2,180.30	1,130.18	3,310.48		2,180.30	1,130.18	3,310.48
Paw Paw Brewing-Paw Paw Village	1,232.90	3,685.93	4,918.83		4,388.25	3,408.08	7,796.33		5,621.15	7,094.01	12,715.16
Village Pharmacy--Paw Paw Village	-	-	-		3,496.30	2,715.33	6,211.63		3,496.30	2,715.33	6,211.63
Midwest V--Paw Paw Village	1,884.48	5,633.90	7,518.38		6,161.67	4,785.47	10,947.14		8,046.15	10,419.37	18,465.52
Total Taxes Captured	4,111.86	12,303.27	16,415.13		20,025.45	15,151.71	35,177.16		24,137.31	27,454.98	51,592.29

2021 Captured Taxes Distribution Summary

Project	Distributions To:									Admin Fee Calculation
	Owner / Developer	MEDC / SBRF for 50% SET	Escrow to Distribute in Future	EGLE Loans	LBRF Loans	LBRF Capture	VBCBRA Admin Charges	Excess Capture Refunded	Total	
Blue Fin—Keeler Township	135.16	-	-	-	-	-	7.11	-	142.27	5% of capture
Hometown Properties-Bangor City	10,070.30	-	-	-	-	-	676.93	-	10,747.23	10% of non-school capture
Hometown Properties-Gobles	2,979.43	-	-	-	-	-	331.05	-	3,310.48	10% of capture
Paw Paw Brewing-Paw Paw Village	7,500.00	616.00	3,899.16	-	-	-	700.00	-	12,715.16	\$700 per year
Village Pharmacy--Paw Paw Village	5,461.63	-	-	-	-	-	750.00	-	6,211.63	\$750 per year
Midwest V--Paw Paw Village	-	942.00	-	16,428.81	-	-	1,094.71	-	18,465.52	10% of non-school capture
Totals	26,146.52	1,558.00	3,899.16	16,428.81	-	-	3,559.80	-	51,592.29	

2021 Captured Taxes Distribution Limit Analysis

Project	Total Capture All Years	Less Disbursed in Prior Years	Available for Current Disbursal	Approved Eligible Costs	Elig Costs Disbursed in Prior Years	Elig Costs Distributable	Eligible Costs to Distribute	VBCBRA Admin Charges	LBRF Capture	Total Allowable for	Amount for 2021 Disbursal
Blue Fin—Keeler Township	1,985.87	1,843.60	142.27	38,819.50	1,751.42	37,068.08	135.16	7.11	-	42,701.45	142.27
Hometown Properties-Bangor City	108,642.84	97,895.61	10,747.23	105,777.95	92,064.87	13,713.08	10,070.30	676.93	-	161,777.95	10,747.23
Hometown Properties-Gobles	24,306.55	20,996.07	3,310.48	108,092.40	18,896.47	89,195.93	2,979.43	331.05	-	128,092.40	3,310.48
Paw Paw Brewing-Paw Paw Village	17,799.89	5,084.73	12,715.16	81,332.44	4,871.96	76,460.48	12,015.16	700.00	-	173,832.44	12,715.16
Village Pharmacy--Paw Paw Village	22,587.67	16,376.04	6,211.63	65,724.00	13,840.87	51,883.13	5,461.63	750.00	-	106,724.00	6,211.63
Midwest V--Paw Paw Village	51,303.47	32,837.95	18,465.52	114,930.98	32,837.95	82,093.03	17,370.81	1,094.71	-	222,930.98	18,465.52
Totals	226,626.29	175,034.00	51,592.29	514,677.27	164,263.54	350,413.73	48,032.49	3,559.80	-	836,059.22	51,592.29
More detailed explanation of each column	Taxes captured for all years to date	Disbursed in prior years	Taxes captured for the current year	All approved eligible costs for the project	Approved eligible costs disbursed in prior years	Approved eligible costs not yet disbursed	This year's eligible costs to distribute	VBCBRA Admin charges to distribute	Some plans allow capture for the LBRF. Amounts to distribute this year.	Total Project eligible costs plus Admin and LBRF Capture	Total capture distribution for this year